



**Carbon Sequestration Leadership Forum
Minutes of the Policy Group Business Meeting
San Francisco, California
29-30 June 2009**

LIST OF ATTENDEES

Policy Group Delegates

Chair:	Victor Der
Australia:	John Hartwell, Kathy Harman
Brazil:	Marcelo Ketzer
Canada:	Ian Hayhow
European Commission:	Jeroen Schuppers
France:	Bernard Frois
Germany:	Arne Höll
India:	Jayant Kawale, Gopal Ravindra
Italy:	Sergio Garriba
Japan:	Shinichi Terada
Korea:	Ga-Hye Yun, Sung-Chul Shin
Mexico:	José Miguel González Santaló
Netherlands:	Elisabeth van Diggelen
New Zealand:	Kate Riddell
Norway:	Tone Skogen, Trygve Riis (Technical Group Chair)
Saudi Arabia:	Abdulmuhsen A. AlSunaid, Khalid Abuleif
South Africa:	Muzi Mkhizi (Vice Chair)
United Kingdom:	Ruth Hampton (Vice Chair), Bronwen Northmore
United States:	Barbara DeRosa-Joynt

CSLF Secretariat

Barbara McKee
Richard Lynch
Scott Miles
John Panek
Kathryn Paulsgrove
Jeffrey Price

Other Attendees

Australia:	Peta Ashworth, David Lawson
Canada:	Mike, Fernandez, Sandra Locke
India:	H.S. Brahma
New Zealand	Chris Baker
United Kingdom:	John Groom, Nigel Povey, Luke Warren
United States:	Stuart Dalton, David Denton, J.P. Dutton, Darrick Eugene, Marnie Funk, Matthew Gebert, Robert Gentile, John Grasser, George Guthrie, John Hammond, Jeffrey Jarrett, Gene Kight, Arthur Lee, Raj Luhar, Kenneth Nemeth, Emily Norman, Fredrick Palmer, John Parkes, Andrew Paterson, George Peridas, Maria-Dubravka Pineda, Lynn Schloesser, C. Michael Smith, Cassandra Sweet, Justin Swift, Pamela Tomski, Alex Tyshko, Alex Wargo, Barry Worthington, Michael Yo
Asian Development Bank: Global Carbon Capture and Storage Institute (GCSSI):	Ashok Bhargava Nick Otter, Crispin Walker
International Energy Agency (IEA):	John Topper, Tim Dixon
World Bank:	Richard Zechter, Natalia Kulichenko, Alexandrina Platonova-Oquab

Monday, 29 June 2009**1. Opening Remarks**

Chairman Der introduced himself and the two Policy Group Vice Chairs and welcomed delegates and observers to the Policy Group meeting. He thanked the Secretariat, Task Forces and Technical Group for their hard work over the preceding year. He also directly addressed the stakeholders, stating that their input and participation was key to shaping policies and the legal frameworks for CCS and their involvement in the CSLF was extremely valuable. He further cited the progress that had been made by the CSLF since the Policy Group had last met.

2. Introduction of Delegates

At the invitation of the Chairman, Policy Group delegates, Secretariat staff and Observers present introduced themselves. Eighteen of the twenty two members were present.

3. Adoption of Agenda

The Agenda was adopted without change.

4. Review and Approval of Minutes from Cape Town Meeting

The Draft Minutes of the previous Policy Group meeting held in Cape Town, South Africa in April 2008 had been circulated for comment to the Policy Group meeting prior to the meeting and the final draft, which incorporated comments received, had been posted on the CSLF website. The Final Draft of the Policy Group minutes from the April 2008 meeting was approved with one change, the deletion of the phrase “consensus was reached” in Agenda Item 9c relating the CSLF making a statement to the CDM Board supporting the inclusion of Carbon Capture and Storage (CCS) in the Clean Development Mechanism.

5. Review of Cape Town Action Items

Chairman Der called on Barbara McKee, Director of the CSLF Secretariat to report on the status of action items from the Cape Town meeting of the Policy Group. All action items were reported to have been completed, except those which were ongoing in preparation for the October 2009 Ministerial meeting.

6. Consideration of New Zealand’s Application for CSLF Membership

Barbara McKee, Director of the CSLF Secretariat stated that New Zealand had completed the application process for Membership in the CSLF. Upon motion by the United States seconded by Australia, consensus was reached to admit New Zealand as a Member of the CSLF. Kate Riddell and Chris Baker, the designated New Zealand delegates, presented a copy of the CSLF Charter signed by Hon. Gerry Brownlee, the New Zealand Minister of Energy and Resources, to the Secretariat and were thereupon seated as Policy Group delegates from New Zealand. Chairman Der welcomed New Zealand as a Member and asked the New Zealand delegates if they would like to say a few words. In response, Kate Riddell stated that New Zealand was pleased to become a Member of the CSLF, as New Zealand sees CCS as crucial technology for mitigating the global effects of climate change, even if New Zealand’s existing emissions profile (which is substantially based on agricultural emissions) might not indicate a significant immediate role for CCS in New Zealand.

7. Presentation of New CSLF Website and Logo

John Panek of the CSLF Secretariat gave a presentation on the new CSLF website and logo. The CSLF website has been extensively redesigned to have a fresh appearance and be user-friendly. The website was redesigned in a collaborative effort between the CSLF Secretariat and the Communications Task Force. Key features and improvements to each of the various sections were described. A CSLF NEWS section containing daily summaries of global CCS news has been added and daily email news alerts are now sent to CSLF delegates and stakeholders. Mr. Panek called upon delegates to provide links to their websites for the CSLF website.

Barbara McKee, Director of the CSLF Secretariat stated that the new CSLF logo reflected a more open and modern design. Comments by delegates praised the new look of the website and the new CSLF logo.

8. Presentation of New Incentives Registry and Integrated Projects Data Base

Barbara McKee, Director of the CSLF Secretariat gave a presentation of the new CSLF Incentives Registry and Integrated Projects Data Base. Both were developed by the Secretariat in response to requests from the Policy Group at its 2008 meeting in Cape Town.

The Incentives Registry contains information on commercial, fiscal, and market-making incentives used to promote the deployment of CCS technology and projects as well as policy measures countries used to support CCS. A total of 73 incentives of various types were identified including incentives that create value from CCS emissions reductions, those that close the financing gap, mandates and others. Delegates were asked whether the Incentives Registry should be updated on an ongoing basis. Consensus was reached to do update the Registry on this basis. The Chair stated that the Incentives Registry was a good starting point and suggested that it might be useful to have a workshop on incentives, a suggestion that was supported by other speakers.

The Integrated Projects Database contains information on announced projects that integrate capture and storage. Noting that there are many definitions of “demonstration plants” the Secretariat decided to include all announced plants that integrate both capture and storage, regardless of size, status or type of facility. Information on those plants was assembled from publicly-available data bases and press reports, but it was noted that these data vary widely in content, quality and timeliness. A total of 107 projects that met the criteria for inclusion were found. The data base is currently the most comprehensive data base on integrated CCS projects available. It shows that many integrated CCS projects are in various stages of development around that world, which, in itself, is an important new insight. The Secretariat believes that this data base can be very useful, but it needs to be further refined and validated to be most useful. The Secretariat stated that it would work with the GCCSI and the IEA on developing further information on projects. During the discussion of the Database, Nick Otter, CEO of the GCCSI, stated that the GCCSI was currently developing a database through interviews with developers of projects in order to identify the real positions of projects. Consensus was reached to approve the recommendation that the Secretariat work with the GCCSI in order to provide one consistent database for all projects.

9. Report from Technical Group

Trygve Riis, Chairman of the CSLF Technical Group, gave a presentation on the activities of the Technical Group. He noted that two Technical Group meetings had been held in the last year, the first in Washington in November 2008 and the second in Oslo, in April 2009 and that the PIRT had met three times over the same period. Highlights of the Technical Group’s work were the development of the 2009 CSLF Technology Roadmap; establishment of a new Working Group to collect information on performance-based standards for CO₂ storage (following upon Calgary IEA/CSLF/G8 recommendation 16); and assessment of progress on G8-IEA-CSLF recommendations. He also noted substantial collaboration between the CSLF Technical Group and the GCCSI and the IEA (including the IEA Working Party on Fossil Fuels and the IEA Greenhouse Gas Programme).

Chairman Riis noted that since the 2008 Cape Town meeting, three more CSLF-recognized projects have been completed, including the Alberta Enhanced Coal-Bed Methane Recovery Project, Dynamis, and Regional Opportunities for CO₂ Capture and Storage in China. Several projects are in the application process

The Technical Group made several recommendations to the Policy Group, some relating to the Technology Roadmap and others to the Calgary IEA/CSLF/G8 recommendations:

- Approve the updated CSLF Technology Roadmap;
- The Secretariat make periodic updates to Section 2.5 on “R&D Components in CSLF Member Countries” and keep web links current;
- The Technical Group will compare technology gaps with ongoing projects to identify unmet research needs and communicate those needs to members and stimulate projects to fulfill the needs;
- Establish a joint Technical Group-Policy Group Task Force on Risk Communication;
- The Technical Group should not be lead for the recommendation that further work is required to understand and define the concept of ‘capture and storage ready’ plants and its value as a viable mitigation strategy;
- The Calgary recommendation to provide technical assistance to developing countries to produce mapping and capacity estimates should be followed up in conjunction with the recommendation that publicly-funded CCS projects disseminate non-proprietary data.

Delegates discussed the CSLF Technology Roadmap and the recommendations from the Technical Group. During the discussions of the CSLF Technology Roadmap, concerns were raised to some of the wording and data used. A working group was appointed to make wording modifications to the Technology Roadmap and report back to the Policy Group. These changes were made and the CSLF Technology Roadmap and consensus was reached to approve the CSLF Technology Roadmap as amended.

Consensus was reached on the other Technical Group recommendations, including that the Policy and Technical Groups would form a Working Group under the Communication Task Force on the Communication of Risk.

10. CSLF Strategic Plan

Ian Hayhow, Canada, reported on the development of the revised CSLF Strategic Plan. A draft of the strategic plan was completed and was available in the documents for Policy Group delegates. The vision of the CSLF strategic plan is that the CSLF will build a new foundation with its Members, Stakeholders, the academic community, the IEA and the GCCSI. The CSLF will be the catalyst for the deployment and eventual commercialization of CCS. The strategic plan has several parts including a review of history and current activities, a situation analysis, and a forward strategy. The strategy covers high-impact activities, focuses on activities best suited to the CSLF and is intended to complement the

work of other international organizations, notably the IEA and GCCSI. The Strategic Plan covers eleven action plans as follows, with the (leaders and completion dates where proposed) indicated:

1.	G8 Recommendations	Canada	04/10
2.	Technology Roadmap	Norway	04/10
3.	Incentives Registry	CSLF	10/09
4.	Developing Country Finance		10/09
5.	Bridging the Financial Gap	IEA	12/10
6.	Capacity Building	Saudi Arabia	01/10
7.	Academic Network	Brazil	08/10
8.	Communications	US	09/09
9.	Stakeholder Engagement	PG	09/09
10.	International Collaboration	CSLF	07/09
11.	CCS in Climate Change fora	CSLF	???

Policy Group delegates were asked whether the Action Plans were consistent with CSLF objectives, whether timing/priorities were appropriate. Designated lead members were asked whether they accepted their roles.

Discussion focused on the Capacity Building Action Plan. It was noted by the United Kingdom and Norway, the two cosponsors of the Ministerial meeting, that capacity building would be a key theme of the Ministerial and that it was important for the Capacity Building Task Force to take this forward by the Ministerial.

Consensus was reached to accept the Strategic Plan. Each of the proposed Action Plan leaders accepted their roles except that Saudi Arabia indicated that it would not be available to work extensively on capacity building prior to the Ministerial. The Chair asked the Secretariat to coordinate a small group to move capacity building forward in order to develop the Capacity Building Action Plan in time for the Ministerial.

With regard to the academic network, it was noted that IEA Greenhouse Gas Programme agreed to do a student website in collaboration with the CSLF.

With regard to the financing action plans, consensus was reached to have a single Financing Task Force with subgroup that will focus on financing in developing countries.

11. Discussion of Capacity Building and Emerging Economy Project Activity

Ashok Bhargava of the Asian Development Bank (ADB) described a project that the ADB was undertaking for the CSLF. He noted that the developing countries of Asia are the largest coal consumers in the world and the largest incremental greenhouse gas emitters but that per-capita energy consumption was low. CCS is the only technology on the horizon that can potentially decouple large coal-based capacity additions from growth in greenhouse gas emissions. He noted that the ADB is a CSLF Stakeholder and a founding member of the GCCSI. The ADB, working with the CSLF, is conducting a study of key policy issues and

barriers to CCS. The ADB has funded this study with US\$ 350,000 and work started in May, with a draft report expected by the end of August 2009. The goal is to recommend a suitable financing roadmap for CCS demonstration projects in emerging economies. Key issues to be examined include intellectual property rights, innovative low-cost financing approaches, classification of CCS in the World Trade Organization, and enabling policies for attracting private investment. The ADB is also working on the GreenGen project in China and the 250 MW Tainjin IGCC project and working on capacity building for CCS in China. He stated that CCS projects will require concessional financing and that a targeted fund has to evolve.

12. GCCSI Update

Nick Otter, CEO of the Global Carbon Capture and Storage Institute (GCCSI) gave a presentation on the activities and plans of this new organization. He described the GCCSI as a major response to the IEA/CSLF/G8 recommendations by Kevin Rudd, Prime Minister of Australia. Funded at A\$100 million per year, the mandate of the GCCSI is to accelerate the global adoption of CCS, drive co-operation to deliver a diverse portfolio of 20+ fully integrated industrial scale demonstration projects by 2020, and work in concert with existing organizations (CSLF and IEA) bodies to overcome barriers to CCS. There are 93 founding members and 3 collaborating participants from around the world, including participants from both government and industry. The basic work themes of the GCCSI are to drive development of CCS projects, support CCS uptake globally and build CCS capability. The GCCSI is providing the CSLF with Aus \$1.2 million over two years for capacity building activities. The GCCSI is also providing the IEA with in excess of Aus\$20 million over a period of about three years.

The Chairman thanked the GCCSI for its contribution of Aus\$1.2 toward the CSLF capacity building activities.

13. IEA Activities Update

Not given as the IEA representative was not present.

14. Mobilizing Finance for Capacity Building

Richard Zechter and Alexandrina Platonova-Oquab of the World Bank gave a presentation on CCS capacity building challenges in developing countries. Noting that the World Bank had a global reach, he described the World Bank role in carbon markets and CCS. He saw the World Bank's role in promoting CCS in developing countries as building institutional capacity and providing financing through International Bank for Reconstruction and Development Financing (IBRD) and incremental financing to address the Financing Gap through climate change financing instruments including the Global Environmental Fund (GEF), carbon finance, World Bank and Clean Technology Funds and investment support for projects and institution building. One important issue is how international carbon markets will integrate CCS. Another is how to create fungible carbon assets through CCS that would be applicable in developing countries. The World Bank will be holding a workshop on CCS on September 14 and 15. The CSLF and GCCSI will be cosponsors.

15. Host Country CCS Activities Update

J.P. Dutton of the United States Carbon Sequestration Council (USCSC) described the work of the Council, which was been established to provide this much needed national voice to inform and educate on all matters related to CCS and to promote constructive domestic and global solutions. He also noted that there are several capacity building initiatives involving the United States. These include the CSLF, various national and state training initiatives, the Research Experience in Carbon Sequestration (RECS) Program and various educational papers prepared by the USCSC.

16. Status of CSLF/IEA Collaboration and Recommendations to the G8

Ian Hayhow described coordination between the CSLF, IEA and GCCSI on implementing the recommendations of the G8. Several conference calls have taken place among these organizations to develop criteria for the recommended 20 or more demonstration projects. Proposed criteria have been developed. These include: large-enough scale to demonstrate technical and operational viability of future commercial CCS systems; identification of a suitable storage location; that capture, storage and transport be integrated; that the project have established public and private support, that projects begin full-scale operation between 2015 and 2020; and that the projects have sufficiently engaged the public and incorporated their input. A variety of geologic settings are desired and Enhanced Oil Recovery is supported.

17. Status of CSLF Communications with UNFCCC and Discussions of CCS in CDM

Barbara McKee, Director of the CSLF Secretariat, reported on correspondence with the United Nations Framework Commission on Climate Change (UNFCCC). At the direction of the Policy Group at its 2008 Cape Town meeting, the Secretariat wrote to the UNFCCC requesting that the CSLF be given Intergovernmental Organization (IGO) status. The UNFCCC responded that, since the CSLF did not have independent juridical body status, it could not grant IGO status to the CSLF. This rejection was repeated after the CSLF Secretariat tried again to clarify the status of the CSLF as an international organization of governments. Nonetheless, the letter from the Policy Group Chairman was posted on the UNFCCC website.

On the topic of CCS in CDM, Tim Dixon of the IEA Greenhouse Gas Programme described a report on the market effects CCS in CDM that has been prepared by the IEA Greenhouse Gas Programme. The purpose of the report is to inform ongoing discussions of CCS in CDM, including the meetings in Copenhagen. These market effects were a major concern of those opposed to CCS in CDM. This report focused primarily on natural gas separation, but also covered LNG, ammonia plants and refineries and showed that CCS and would have some price impacts by 2020. Copies of the report were available at the Policy Group meeting.

18. Stakeholders Update

Barry Worthington of the United States Energy Association, speaking on behalf of the World Energy Council, which coordinates CSLF stakeholder activities, presented a report from the meeting of CSLF Stakeholders held the previous day, Sunday, June 28, 2009. He noted that the stakeholders had held two meetings over the past year, the first in London on September 18-19, 2008 and the second on June 28, 2009, the day before the present Policy Group meeting. The results of these meetings were that the stakeholders:

- Urged the CSLF to advocate the inclusion of CCS in the Clean Development Mechanism,
- Supported CSLF efforts to explore other incentive mechanisms, and
- Strongly support involvement of non-governmental organizations in CSLF activities and in the CEO forum at the Ministerial meeting,
- Note that cooperation between stakeholders and the CSLF is needed
- Suggest that the CSLF hold a tutorial for news organizations, perhaps as part of the Ministerial.

The Stakeholders intend to discuss five or six key issues with the Ministers in the CEO forum. Stakeholders emphasized the importance of non-governmental organizations in the Ministerial.

19. Adjourn

Chairman Der adjourned the meeting for the day.

Tuesday, 30 June 2009

20. Review and Approval of Agenda for CSLF Ministerial Meeting

Tone Skogen, Norway, and Ruth Hampton, United Kingdom, as delegates of the two co-hosts of the Ministerial, described planning process for the Ministerial and the proposed agenda. The International Steering Committee, consisting of delegates from Australia, Brazil, Canada, European Commission, Germany, Italy, Saudi Arabia, United States, CSLF Secretariat, and CSLF Stakeholders. The Steering Committee has met twice and held four conference calls. The Ministerial meeting is being planned as a three-day event on 12-14 October 2009 with the following agenda:

Day One

Policy Group Meeting (a.m)

Stakeholder Forum (p.m.)

Ministerial Dinner (Guest Speaker confirmed: Yvo de Boer)

Day Two

Ministerial Meeting

Technical Group Meeting

Day Three

Joint Policy and Technical Group meeting

David Hawkins of the Natural Resource Defense Council (United States) and Jeff Chapman of the Carbon Capture and Storage Association (United Kingdom) have agreed to chair the Stakeholders Forum. They will participate in and make recommendations to CEO-Ministerial Roundtable session.

The planned format for the Ministerial Meeting was proposed as follows:

1. Welcome + Opening addresses
2. Scene-setting panel on progress to date: IEA (Tanaka), G8 (Italy), CSLF members
3. CEO-Ministerial Roundtable
4. Ministers only session
5. Ministerial conclusions
6. Closing address
7. Press conference

The CEO-Ministerial Roundtable was seen as the centerpiece of the day. The Ministerial Meeting was also seen as an opportunity for the Ministers to make major announcements about CCS. Delegates were urged to encourage Ministers to attend.

The meeting is seen as a timely opportunity to promote CSLF achievements and uniqueness, as well as promote member country achievements and to send clear messages on CCS to international community (e.g. G8, IEA Ministerial, Major Economies Forum, UNFCCC). The proposed theme for the meeting was “The Path to Commercialisation” and the meeting would build on the G8 recommendations.

In response to the presentation, delegates reviewed several issues relating to the Ministerial:

- Consensus was reached that a more active theme for the meeting that was more focused on CCS and the CSLF was needed. Several alternatives were proposed, but none were agreed upon. The Chair asked the Secretariat and Co-hosts to respond to this consensus with a theme that reflected the comments. (Subsequent to the meeting, the Secretariat and the co-hosts decided upon the following theme “Accelerating Commercialisation of CCS: CSLF Leadership through International Collaboration”)
- It was important to encourage attendance by ministers. There needs to be substantive reasons for ministers to come. They need to come to agreements, make important announcements, etc.
- Delegates discussed the benefits of expanding CSLF membership before the Ministerial meeting. A number of potential members were discussed. Consensus was reached to

invite the governments that had expressed interest in joining the CSLF. These include: Azerbaijan, Indonesia, Spain, Poland, and Turkey. The invitation is to come from the Ministers of the United States (as Policy Group Chair) and the two co-hosts, Norway and the United Kingdom.

- Consensus was reached that there should be an exhibit area, preferably with models of CCS technologies, not just posters. The Secretariat was asked to identify and obtain exhibits.
- Press coverage was discussed. Timing should allow Ministers to have an impact with their conclusions.

21. Review of Papers for CSLF Ministerial

Ruth Hampton, United Kingdom, and Tone Skogen, Norway discussed the paper to be produced for the Ministerial. It was proposed that three short papers be produced to aid in the discussion each covering different key barriers:

- How to prepare for demonstration and deployment, covering key barriers: capacity building to become CCS ready as a country, including improving public awareness;
- How to accelerate technology development and demonstration covering funding gaps and knowledge sharing; and
- How to create the conditions for commercialisation covering long-term economic frameworks for CCS, including the UNFCCC.

Delegates discussed these papers and potential alternatives. Consensus was reached to develop three short papers for the Ministerial on the topics such as the following:

- Challenges Facing CCS Commercialization
- CSLF Capacity Building Program Plan
- CSLF Achievements and Future Role

The two co-sponsors of the Ministerial and the Secretariat will work together to develop the exact titles and content of papers. A one page summary paper will also be produced.

22. Review of Draft Ministerial Communiqué

This agenda item was not covered because the draft communiqué was still undergoing significant revisions and would depend on ongoing decisions made about the Ministerial.

23. Report from CSLF Communications Task Force

John Grasser, Chair of the CSLF Communications Task Force, United States, described the activities of the Task Force. He stated that he had taken over the Task Force from Rachel Crisp of the United Kingdom, who had moved on to other duties and he thanked the members of the Task Force for their assistance. Mr. Grasser stated that the communications

challenge is to effectively reach out to various public audiences to educate them on CCS with the right information before they form a potentially negative opinion. The new communications plan is a living document designed to achieve that goal, but is constrained by a limited budget. This plan has several components that need to work together. These include the revised CSLF website, a redesigned logo, news alerts, encouraging CSLF Members to take proactive action and seeking out potential strategic partners. All these tools will be used to promote the Ministerial. The CSLF should also seek potential strategic partners in order to leverage its communications efforts. To this end, the CSLF would be partnering with organizers of two commercial conferences on CCS and will be exploring opportunities with other organizations. Members were invited to send names of communications contacts to the Secretariat and to provide links for the CSLF website.

The Director of the Secretariat stated that the Secretariat was earlier given guidance as to the use of the logo and asked whether the criteria for using the logo had been relaxed and what criteria will be used to select partners in the future. In response, the Policy Group Chair answered that the intent was to ride the coattails of key meetings to give visibility and that, if we could identify conferences around the world, we could consider the quality of those conferences.

The discussion turned to what messages would be conveyed by the communications plan. The Communications Task Force was requested to bring forward potential messages to be discussed at the Policy Group meeting in London.

24. Election of CSLF Policy Group Chair

Vice Chair Ruth Hampton took over as Chair of the meeting for the election of the Policy Group Chair for the next term. She stated that the United States had been nominated by Canada, France, Saudi Arabia and Italy.

Consensus was reached to re-elect the United States as Policy Group Chair.

25. New Business

There was no new business.

26. Date and Venue of Next Meeting

Chairman Der announced that the next meeting of the CSLF Policy Group would be held in London on 12 October, 2009 prior to the CSLF Ministerial.

27. Closing Remarks/Adjourn

In his closing remarks, Chairman Der thanked the delegates for their hard work and stated that he appreciated the inputs from the stakeholders. He noted that being Chair of the Policy Group was different from the Technical Group which he had previously chaired. He again welcomed New Zealand to the CSLF.

Agenda Item 5: Review of San Francisco Action Items

ACTION ITEMS ARISING FROM THE POLICY GROUP MEETING

Item	Lead	Action	Status
1	Members	Provide links to websites to Secretariat for the CSLF website	
2	Secretariat	Update the Incentives Registry on an ongoing basis	Ongoing*
3	Secretariat	Hold a workshop on Incentives for CCS	Completed, held on Sept 29-30 in New York, will present later
4	Secretariat	Work with GCCSI on further data base development on planned demonstration project	GCSSI has taken this much further, identifying over 200 projects and gathering much more data on them through interviews.
5	Secretariat	Update Section 2.5 of the Technology Roadmap as needed	Completed
6	Secretariat	Develop Capacity Building Program Plan prior to the Ministerial	Completed. This will be presented later in this meeting.
7	Policy and Technical Groups	Form Subgroup on Communication of Risk under the Communications Task Force	
8	Secretariat	Coordinate action plans in the Strategic Plans	Completed
9	United States, Norway, United Kingdom	Invite Azerbaijan, Indonesia, Poland, Spain and Turkey to join the CSLF	Completed
10	Norway, United Kingdom, Secretariat	Write papers for the Ministerial meeting	Completed
11	Secretariat	Identify and obtain exhibit models of CCS technologies for the Ministerial meeting	Completed
12	Members	Send names of communications contacts to Secretariat	
13	Communications Task Force	Bring forward messages to be reviewed by the Policy Group in London	

*Incentives Registry: 32 new and updated incentives were identified we last reported in June and these will be on the website soon. This brings the total to 100 incentives, up from 73 identified at the June Policy Group Meeting. Most of these are very new reflecting a lot of activity.